

**Governing Board Minutes**  
**Board Retreat**  
**9/10/13**

**Board Attendees:** Karen Antonacio, Robyn Baney, Denise Breckon, Holly Calabro, Ben Click, Anne Marie Dailey, Angela Funya, Robert Hicks, Lynda Kovach, Joy McBride, Takiesha Waites-Thierry

**Board Members Absent:** Brent Johnson

**Committee Attendees:** Julia Nichols, Maria Scott

**Public Attendees:** None

<b>Agenda Item</b>	<b>Action</b>
<b>Convened</b> at 5:34 PM	None
<b>Approve August Minutes</b>	Vote Approved 10-0
<b>Board Development ( Ben Click)</b> Maryland Open Meeting Law St. Mary's County has different rules than the state; Ben will do the research and report to the Board.	Discussion
<b>Director's Report (Angela Funya)</b> <ul style="list-style-type: none"> <li>• <b>Transportation:</b> Bus routes changed and went into effect on September 3<sup>rd</sup>.</li> <li>• Action plan for 2013-14 year will be rolled out to the staff on September 11<sup>th</sup>. The focus will be the new Common Core Standards and the Race to the Top money.</li> <li>• On 20 September, the staff will have a day of Team Building at Camp Echo Hill. The focus will be on the vision and mission of the school.</li> <li>• <b>Budget:</b> First paychecks will go to the staff this month. There will be a better budget picture next month. Since there are so many new teachers, the budget should be good.</li> <li>• <b>Testing:</b> Students should not take both the MSA and PARCC. School progress index may be used for one more year based on if CPCS is chosen to pilot the PARCC assessment.</li> </ul>	Discussion
<b>Committee Reports</b> <ul style="list-style-type: none"> <li>• <b>Strategic Planning (Julia Nichols, Maria Scott, Angela Funya)</b> <ul style="list-style-type: none"> <li>○ Committee knew in April 2013 that an appraisal was needed, but they thought an old appraisal could be used.</li> <li>○ The appraisal was conducted by the company that had previously completed the appraisal on the building (Hooper &amp; Associates.) Eventually, Self Help will conduct another</li> </ul> </li> </ul>	Discussion

<p>appraisal of the building.</p> <ul style="list-style-type: none"> <li>○ The current appraisal and leases were mailed to Sheila Wheeler, the account manager at Self Help.</li> <li>○ The money needed to pay for the appraisal was not budgeted for. If the Board votes to pay for the appraisal, the money will be taken from the ~\$60K reserve account.</li> <li>○ The appraisal gives the Strategic Planning Committee the documentation needed to move forward to USDA or any other lender.</li> <li>○ The building was appraised at \$7.4 million; the asking price is \$7.6 million. The initial price for CPCS was \$6.8 million. The price may have to be lowered based on the appraisal value.</li> <li>○ The loan will most likely be approved for 75% of the appraisal value.</li> <li>○ Tom Watts and Rick Tepel now understand that the Board must approve all purchases in advance.</li> <li>○ Strategic Planning Committee will work on a plan to properly outfit the building.</li> <li>○ Tom Watts may potentially stay on to manage the construction project and building maintenance.</li> <li>○ Actual maintenance and construction costs are unknown.</li> <li>○ The building will be owned by the Alliance and CPCS will be the tenant.</li> <li>○ The Board will be provided a complete tour of the building.</li> <li>○ The Board will be provided a copy of the appraisal.</li> <li>○ Blueprints of the building will be requested.</li> <li>○ The property next door will not be included in this purchase; it will be pursued separately at a later date.</li> </ul>	
<p><b>VOTE:</b> Take money from the reserve account to pay for the \$2K appraisal</p>	<p>Vote Approved 10-0</p>
<p><b>Treasurer's Financial Report</b></p> <ul style="list-style-type: none"> <li>● Annual insurance bill of \$13,341 was paid</li> <li>● Bob is officially the backup Treasurer, his name was added to the account</li> <li>● Fundraising total is \$4,345.71.</li> </ul>	
<ul style="list-style-type: none"> <li>● <b>Community Committee (Takiesha Waites-Thierry)</b> <ul style="list-style-type: none"> <li>○ Community Committee will hold its first meeting on 17 September at 6pm</li> <li>○ People have been identified to take on the 'Thank Yous' for Project Elective Volunteers</li> <li>○ Joy McBride will assist Pam McCleod in calculating volunteer hours if needed.</li> </ul> </li> </ul>	

<ul style="list-style-type: none"> <li>○ Spirit Wear shirts have come in and will be sold at the Fall Walk</li> <li>○ The Spirit Wear student design contest will be announced at Community Gathering this Friday and end the week after October break.</li> <li>○ Town Hall will be held on 1 October at 6pm. The focus will be on Volunteer Training and Project Elective Training.</li> <li>○ Working with Public Relations/ Outreach Committee on MLK Day of Service in January.</li> <li>● <b>Public Relations/Outreach (Lynda Kovach &amp; Julia Nichols)</b> <ul style="list-style-type: none"> <li>○ A letter went out to Steny Hoyer's office to request a visit to CPCS.</li> <li>○ Over 80 copies of the Charter news were mailed out. The Charter news will now be produced twice a year.</li> </ul> </li> <li>● <b>Fundraising (Robyn Baney)</b> <ul style="list-style-type: none"> <li>○ Fall Walk is 27 September; information was emailed and sent home this week</li> <li>○ Maria Scott held a fundraising meeting from 6:30-7:30, to get volunteers to chair each fundraiser and to find a new Fundraising Committee Chair</li> </ul> </li> </ul>	
<b>Action Items</b> <ul style="list-style-type: none"> <li>● Research Scripts being purchased online (Ben Click)</li> <li>● Review Uniform Policy (Angela Funya)</li> <li>● Check to see if CPCS can get into the Combined Federal Campaign (CFC) book (Brent Johnson)</li> <li>● Request Building blueprints (Angela Funya)</li> <li>● Provide appraisal to the Board (Julia Nichols)</li> <li>● Action plan for the building (Julia Nichols)</li> <li>● Research accepting donations via Paypal (Bob Hicks)</li> </ul>	Discussion
<b>VOTE: Board Orientation Policy</b> It was an action item as a result of the MSDE Quality standards	Vote Approved 10-0
<b>October Meeting Date</b> 15 October at 5:30	Discussion
<b>Adjourn</b> 7:00 PM	